

Thursday, December 14, 2023

## School Board Meeting Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015 @ 6:00 pm

The President called the meeting to order at 6:03pm.

### I. Pledge of Allegiance & Moment of Silence

### II. Board Member Roll Call

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Mario Acerra, President | <input type="checkbox"/> Tara Durante            | <input checked="" type="checkbox"/> Margaret Smith  |
| <input checked="" type="checkbox"/> Paul Braden, VP         | <input type="checkbox"/> Cheryl Mueller          | <input type="checkbox"/> Joe Wagner                 |
| <input type="checkbox"/> John Filipos, Treasurer            | <input checked="" type="checkbox"/> Sergio Rivas | <input checked="" type="checkbox"/> Jasmine Woodson |

#### Administration:

- Christina Lincoln, CEO
- Jennifer Levernier, Principal
- Cheryl Schurz, Director of Finance & Board Secretary
- Theresa Vinci, Chief Operating Officer

### III. Board Member Resignation and Nomination:

Motion: Based upon the recommendation of the Board Development Committee, the Board of Directors accepts Mrs. Mueller's resignation with regret and thanks her for her years of service to the Charter Arts Board of Directors.

MM:Board Development Committee

Motion Carried:Yes-5,No-0,Abstentions-0

Motion: Based upon the recommendation of the Board Development Committee, the Board of Directors approves the appointment of Dr. Karen Mustonen to the Charter Arts Board of Directors with a term expiration date of May 2024.

MM:Board Development Committee

Motion Carried:Yes-5,No-0,Abstentions-0

### IV. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:05pm for Personnel, Legal, and Property discussion.

MM:Rivas

SM:Smith

Motion Carried:Yes-6,No-0,Abstentions-0

## V. Open Session:

The Board of Directors returns to Open Session at 6:14pm.

### Opening Remarks:

Mr. Acerra, Board President

President Acerra wished everyone a wonderful holiday season and thanked the Board for their service in 2023. He also welcomed Dr. Mustonen to the Board. He thanked the faculty and staff for all the work done at Charter Arts to educate our students.

Dr. Christina Lincoln, CEO

Dr. Lincoln thanked the Board and the staff for assisting her in her transition to CEO. She also wished everyone a wonderful holiday.

## VI. Public Comments: *(limited to 3 minutes per individual)* None

## VII. Acceptance of Consent Agenda Items:

Acceptance of October 13, 2023 Minutes

Principal Reports

Operations Report

Motion: The Board of Directors approves the Consent Agenda.

MM:Woodson

SM:Rivas

Motion Carried:Yes-6,No-0,Abstentions-0

## VIII. Personnel Report

Approval of December 2023 Personnel Report

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the December 2023 Personnel Report.

MM:Braden

SM:Smith

Motion Carried:Yes-6,No-0,Abstentions-0

## IX. Foundation Report

Dr. Lincoln reported that the Gala Committee is planning the Gala for April 27. The Giving Circle met last week and their goal is to raise \$30,000 this year.

## X. Committee Reports

School Board appoints a Foundation Liaison

President Acerra appointed Mrs. Smith to be the Foundation Liaison for the balance of the 23-24 fiscal year.

## Finance Committee report by John Filipos

Acceptance of November 2023 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the November 2023 Financial Reports.

MM:Finance Committee

Motion Carried:Yes-6,No-0,Abstentions-0

Acceptance of School and Foundation 2022-2023 Audits.

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the School and Foundation 2022-2023 Audits.

MM:Finance Committee

Motion Carried:Yes-6,No-0,Abstentions-0

[Resource Development Committee report by Tara Durante](#) No report.

[Board Development Committee report by Paul Braden](#)

Rev. Braden welcomed Dr. Mustonen. He reported the Board is still looking for 3 more Board members.

[Curriculum Committee Report by Jasmine Woodson](#)

Ms. Woodson reported that the Curriculum Review is underway for the Production Arts Department.

Ms. Woodson reported a change in the Teacher Induction Program will be presented to the Board in February, changing the time from 1 year to 2 years.

The Administration is rolling out "Learning Walk", which will be starting the week of December 11.

Approval of Updated Fall 2023 Health & Safety Plan and Emergency Instructional Time Template

Motion: Based upon the recommendation of the CEO and the Principal, the Board of Directors approves the Updated Fall 2023 Health & Safety Plan and Emergency Instructional Time Template.

MM:Curriculum Committee

Motion Carried:Yes-6,No-0,Abstentions-0

Approval of 2023-2024 Clubs

Motion: Based upon the recommendation of the CEO and the Principal, the Board of Directors approves the following Clubs:

- Climate Optimism Club
- K-Pop Club
- Origami Club
- Paganism Club - name change, approved as Land, Sea, and Sky Club, April 2023

MM:Curriculum Committee

Motion Carried:Yes-6,No-0,Abstentions-0

[XI. Old business](#)

Approval of Bethlehem Area School District MOU

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the BASD MOU.

MM:Braden

SM:Smith

Motion Carried:Yes-6,No-0,Abstentions-0

Approval of Policy

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following policies:

Policy 222 Tobacco and Vaping

MM:Smith SM:Rivas Motion Carried:Yes-6,No-0,Abstentions-0

Approval of UPDATED date for Blue Ribbon Schools of Excellence Conference

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the date update to the Blue Ribbon Schools of Excellence Conference attended by Dr. Lincoln and Mrs. Levernier. 11/27/23 - 12/1/23 Orlando, Florida.

MM:Braden SM:Smith Motion Carried:Yes-6,No-0,Abstentions-0

XII. New business

Approval of CASE (Council of Administrators of Special Education) Annual Conference

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the November 7-10, 2023, conference in Pittsburgh, PA, attended by Mrs. Diana.

MM:Rivas SM:Smith Motion Carried:Yes-6,No-0,Abstentions-0

Approval of Marine Corps Educators' Workshop

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the February 6-9, 2024, Educators' Workshop at Parris Island, SC, attended by Diandra John.

MM:Braden SM:Smith Motion Carried:Yes-6,No-0,Abstentions-0

Approval of Contracts

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following contracts.

- Cutting Edge - with update to the contract not allowing photography/videotaping of students
- Edmentum
- Mek-Tek HVAC
- Quadient

MM:Braden SM:Smith Motion Carried:Yes-6,No-0,Abstentions-0

Approval of Drivers

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following drivers for the 23-24 school year  
Brian Filchner - Bus and Van  
Griffin Girard - Van

MM:Rivas SM:Woodson Motion Carried:Yes-6,No-0,Abstentions-0

XIII. Public Comments: *(limited to 3 minutes per individual)* None.

XIV. Adjournment

Motion to adjourn at 6:54pm.

MM:Smith SM:Rivas Motion Carried:Yes-6,No-0,Abstentions-0

Next Meeting: February 8, 2024, 6pm

Respectfully submitted,

Cheryl Schurz  
Board Secretary